15 August 1979

MEMORANDUM FOR: Chief, Logistics Services Division

FROM : Executive Secretary

SUBJECT : Delivery of Mail

The DCI's Presidential Briefing Staff, formerly located in 7G-25 Hqs. has been reorganized as the Presidential Briefing/NSC Coordination Staff and is now located in Room 7E-23 Hqs. adjacent to my office. To facilitate their receipt of mail please arrange that any material addressed to them be delivered to the Executive Registry, 7E-12 Hqs.

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cc: AO/DCI